

*Navigate your path to college and career success.*

# FAFSA VERIFICATION

January 13, 2021

**Welcome!**  
**Our event will be starting soon.**

Visit: [CollegeConnectTempe.org](https://CollegeConnectTempe.org)  
Email: [collegeconnect@tempe.gov](mailto:collegeconnect@tempe.gov)

# What We Offer



**It's  
Free!**





# AzAidSmart Federal Verification Workshop

Presented by  
The Office of Scholarships & Financial Aid  
University of Arizona



# Overview



## What we will talk about:

- Financial Wellness
- What is Verification?
- How do I complete Verification?
- Common Mistakes & Best Practices
- Navigating Difficult Conversations

## Why this is important:

- Understand what documentation you need to provide
- Access to your financial aid
- Know that you are not alone

# Financial Wellness

Financial Wellness is focused on the whole person, essentially a process of becoming aware of and making choices toward a more successful existence, this includes education and counseling.



# Finances & the FAFSA

- Filling out the FAFSA or talking about finances can always be a heavy and a subject for many people.
- Sometimes cultural and generational expectations make “finances” an area that students are not supposed to ask about.

# How to Stay on Track & File Your FAFSA

- Mark important dates and deadlines on your calendar to indicate when you need to fill out the FAFSA
  - October 1st is when the FAFSA opens up for every academic year
- Priority Deadline to file your FAFSA is required for some scholarships and financial aid per school:
  - Northern Arizona University: November 15<sup>th</sup>
  - Arizona State University: January 15<sup>th</sup>
  - University of Arizona: March 1<sup>st</sup>

# Financial Literacy

- Students being able to advocate for their own financial situation and find the answers they need
- Every student is experiencing a different situation and deals with finances differently based on lived experiences and other factors that may not be easy to talk about
- Financial Literacy is a process that can be different for everyone, which is why it is important to understand your financial personality and how you deal with stressful events such as talking about your FAFSA



# What is Verification?



# “I have been selected for Verification”

- Applications are selected at random by the **Department of Education**
  - School can also manually select a student
- The school must confirm the info the student entered on their FAFSA is accurate before they are allowed to release Federal aid
- Schools may request additional information during this process
- **Cannot be waived or appealed**



# How do I complete Verification?



# Create a Verify My FAFSA Account

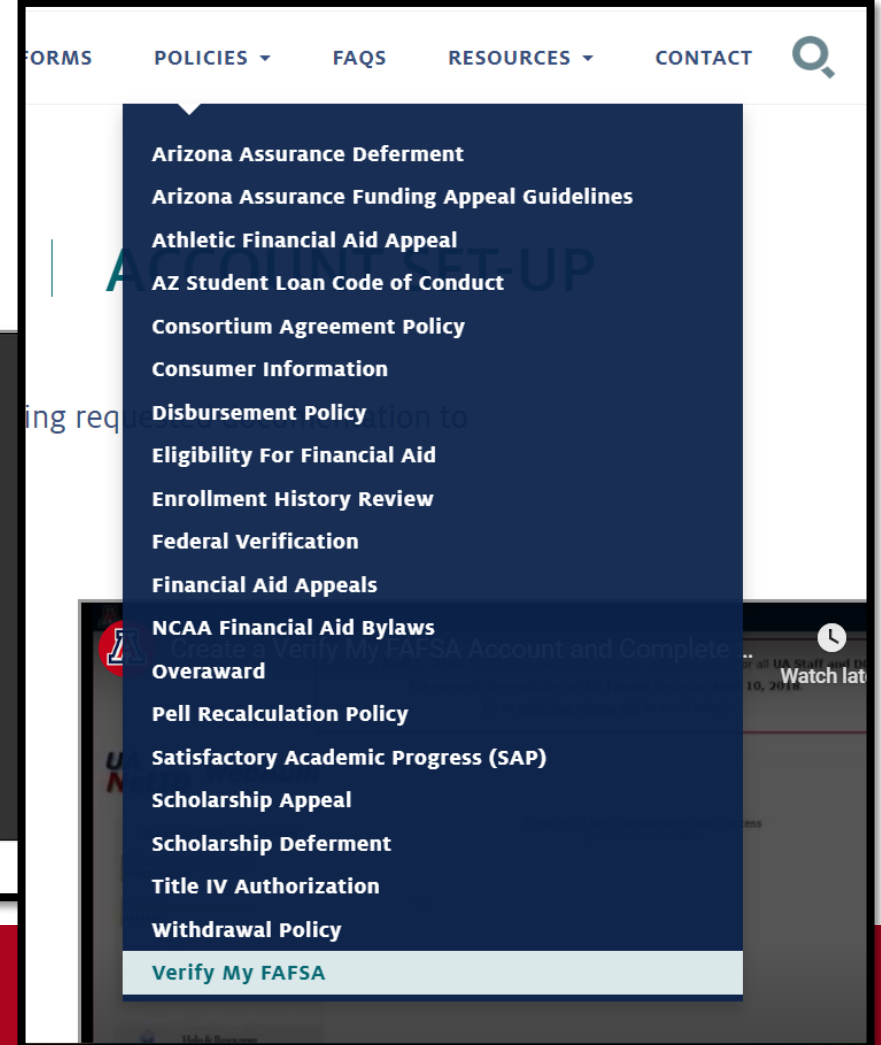
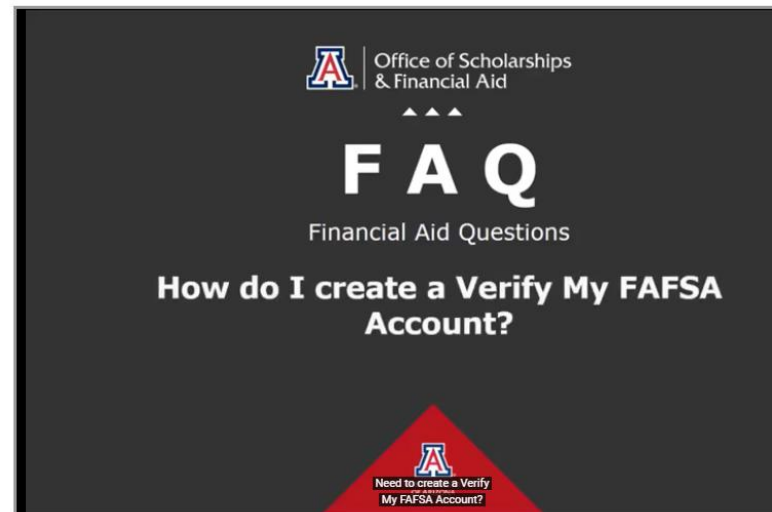
## VERIFY MY FAFSA | ACCOUNT SET-UP

Verify My FAFSA is an online portal for submitting requested documentation to our office.

The Office of Scholarships and Financial Aid has received your FAFSA. You have been directed here for one of the following reasons:

- **Federal Verification**
- **A Financial Aid Appeal**
- Discharged Student Loans
- Student Loans in Default
- Citizenship Review
- Selective Service Confirmation
- Veteran Status Confirmation
- Other

In order to continue processing your financial aid, we need additional information from you. This information must be submitted through the Verify My FAFSA student portal.





# Monitor Financing Tasks

My ASU



Finances

Campus Services

Profile

Help

Change View As

Stop View As



ASU has announced plans to bring students back to campus for the Fall 2020 semester. Learn more and access the FAQs.



[Gmail](#) [Canvas](#) [Google Drive](#) [ASU Library](#) [My Apps](#) [View More](#) [Customize Shortcuts](#)

## Account Charges



Current Amount Due: \$0.00

[Make a Payment](#)

Future Charges: \$0.00

Residency: Resident  
Direct Deposit: Not set up  
[Enroll in Direct Deposit](#)

[Tuition Receipts](#) [Charge History](#) [Payments](#) [Refunds](#) [Payment Options](#) [IRS 1098-T](#)

## Financial Aid and Scholarships

2019 - 2020 **2020 - 2021**

### Financial Aid Tracker

Progress - - - - - [View Steps](#)

- Steps
- Submit a FAFSA
  - Complete Your File

If you are missing any documents or we need to verify information, a Priority Task checklist item will be added to your Financing Tasks box on My ASU. Check your Priority Task checklist regularly for any actions you need to take to complete your financial aid file. This 'Complete Your File' step will be checked off as completed and you will move to the next step in the process if no additional items are needed. Processing varies based on the timeliness of requested items being submitted.

- Eligibility Review & Award Notice
- Act On Your Awards
- Disbursement
- Disbursed

## Financing Tasks

- ☐ Household Size Verif. (2020 - 2021)
- ☐ Parent Guest Access (2020 - 2021)
- ☐ Parent Signature Verification (2020 - 2021)

## Financial Success

- [Search/apply for scholarships](#)
- [Search/apply for student jobs](#)
- [Cost calculator and estimator](#)
- [Add a Guest to Make a Payment](#)
- [iGrad - Financial Wellness](#)
- [ASU Payment Plan](#)

financial aid questions?  
get help 24/7



# Verification Process

**Students selected for verification will see the required documentation on their LOUIE To-Do list.**

Students selected for 2021-2022 verification are required to submit any combination of the following, with each student's specific requirements listed on the LOUIE To-Do List:

- 2021-2022 Verification form (Blue, Gold, or Sage)
- Student 2019 tax return transcript (and tax account transcript if an amended return was filed)
  - If you are unable to obtain a tax transcript, a signed tax return is acceptable
- Student 2019 W2
- Parent 2019 tax return transcript (and tax account transcript if an amended return was filed)
  - If you are unable to obtain a tax transcript, a signed tax return is acceptable
- Parent 2019 W2(s)
- 2019 Verification of Non-Filing Letter (VONF) – parents and independent students only
- *The processing team will email the student if we are requesting additional information or documentation, and a new To-Do item will be added to their LOUIE To-Do items.*

Students should send all verification documents to our office via the secure document upload link: [nau.edu/OSFAdoc-upload](https://nau.edu/OSFAdoc-upload). If unable to use the secure document upload please email them to [financial.aid@nau.edu](mailto:financial.aid@nau.edu).

# Verification Timeline

- Timeline for processing verification
  - Up to 10 business days for documents to be accepted and imaged
  - Up to 15 business days for student file to be verified, we verify on a first come first serve basis
  - If corrections are made to the FAFSA, it can take up to 10 business days for the U.S. Department of Education to send a confirmed response of the changes made
- Unusual circumstances can add to processing time due to additional communication with students/parents
  - Income over the tax-filing threshold for a non tax-filer
  - Taxes filed in another country
  - Marital status changes
  - Tax filing extensions

<https://my.maricopa.edu/financial-aid/financial-aid-verification>

[Student Loan Borrowing Information](#)  
[Student Loan Support Services](#)  
[Cost of Attendance](#)  
[Financial Aid FAQ](#)  
[SAP Warning Financial Aid FAQ](#)

## College Financial Aid Offices

[Chandler-Gilbert](#)  
[Estrella Mountain](#)  
[Gateway](#)  
[Glendale](#)  
[Mesa](#)  
[Paradise Valley](#)  
[Phoenix](#)  
[Rio Salado](#)  
[Scottsdale](#)  
[South Mountain](#)

Chat with Us!



**What is Verification?**

What is Verification?

Verification is a process to  
[See Full Transcript](#)

**Related Videos**

- What happens when a student is selected for Verification?
- Verifying Income When Filing an Amended Tax

**NOW PLAYING**

What is Verification?

#Family #Verification #FutureStudents

**NEXT UP**

What happens when a student is selected for Verification?

**Verification of Income and Tax Information**

What is the difference between a federal tax transcript and a federal tax return?

How do I get a copy of my tax transcript for Verification?

> What is financial aid verification?

> Why does verification occur?

> How do I know if I have been selected for verification?

> What if I am having trouble with completing verification?

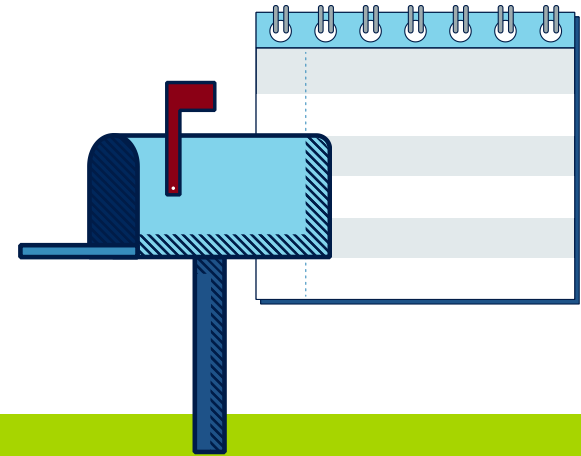
QUESTIONS? ASK M-BOT



# Verifiable Categories

- Household
  - # of Household Members
  - # in College
- Income Information:
  - Tax Filers
  - Non Tax Filers
- Proof of High School Graduation
- Statement of Educational Purpose/Identity

Academic Year	Tax Year
2020-2021	2018
2021-2022	2019



## Dependent Student's Family Information

List below the people in the parent(s)' household. Include:

1. You, the student.
2. Your parent(s) - for FAFSA purposes - (including a stepparent) even if the student doesn't live with the parents.
  - If you need help knowing what parent(s) to list below click [here](#).
  - If your parent(s) are unmarried/divorced/separated and do not live together, list just one parent (who you lived with the most).
  - If your parents are married or remarried, list the parent who you lived with the most and his/her spouse.
  - If your parents are unmarried and living together, list both parents.
3. The parents' other children if one of the following is true, regardless of where the child lives.
  - The parents will provide more than half of the children's support from July 1, 2019, through June 30, 2020, **or**
  - If the other children would be required to provide parental information if they were completing a FAFSA for 2019–2020.
4. Other people if they are supported (more than 50%) by and living with the parents **and** the parents will continue to provide more than half of their support through June 30, 2020.
5. Include the full name of the college for any household member, excluding the parents, who is, or will be, enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2019, and June 30, 2020.

Number in College: Include below information about any household member, excluding the parents, who will be enrolled at least half time in a degree, diploma, or certificate program at an eligible postsecondary educational institution any time between July 1, 2019, and June 30, 2020, include the name of the college.

Full Name	Age	Relationship	College	Enrolled at Least Half Time	Supported More Than 50%
C [redacted] C [redacted]	21	self	The University of Arizona Office of Scholarships and Financial Aid	Yes	
I [redacted] C [redacted]	56	parent			
L [redacted] Qi [redacted]	54	parent			

# Documentation: Tax Filers

- Successful use of **IRS Data Retrieval Tool (DRT)**
- Signed 2018/2019 Federal Tax Form 1040 + required Schedules
- 2018/2019 Federal Tax Return Transcript
- If taxes were filed in a foreign country, copy of Foreign Tax Return



# Documentation: Non-Tax Filers

- IRS Verification of Non-filing Letter
- If Student/Parent Non-filers reported any income:
  - submit W-2 form(s) or
  - Wage & Income Transcript from IRS for each source of income





# Documentation:

## Non-Citizen Non-Tax Filers

- If income is below the IRS filing threshold, a signed and dated statement:
  - Certifying that the individual does not have a SSN, an ITIN, or an EIN, AND
  - Listing the sources and amounts of earnings, other income, and resources, that supported the individual for the tax year; AND
  - If applicable, a copy of the W-2 for each source of income received for 2018 or equivalent document



# Documentation:

## Proof of High School Completion

- HS transcript/diploma or GED transcript/certificate
- A state certificate stating examination completion equivalent to HS diploma
- An academic transcript of successful completion of a two-year program towards a bachelor's degree
- Homeschool transcript signed by parent/ guardian
- If secondary school completed in foreign country, a copy of “secondary school leaving certificate” or similar document

# Documentation:

## Statement of Educational Purpose

- Statement of Educational Purpose Form signed in-person with gov't-issued ID\* at OSFA counter or by notary public (unexpired)
  - Government-issued IDs: unexpired, valid photo ID; driver's license, non-driver's ID card, State-issued ID, or US passport
- If student cannot appear in person:
  - Student must take and complete the Statement of Educational Purpose form to a notary public
  - The original notarized document, with copy of the valid government issued ID presented to the notary, must be mailed to the FA office by mail

**NOTE:** Some state IDs (i.e. Arizona) do not have expiration dates and are acceptable forms of identification





# Common Mistakes & Best Practices





# Common Verification Mistakes

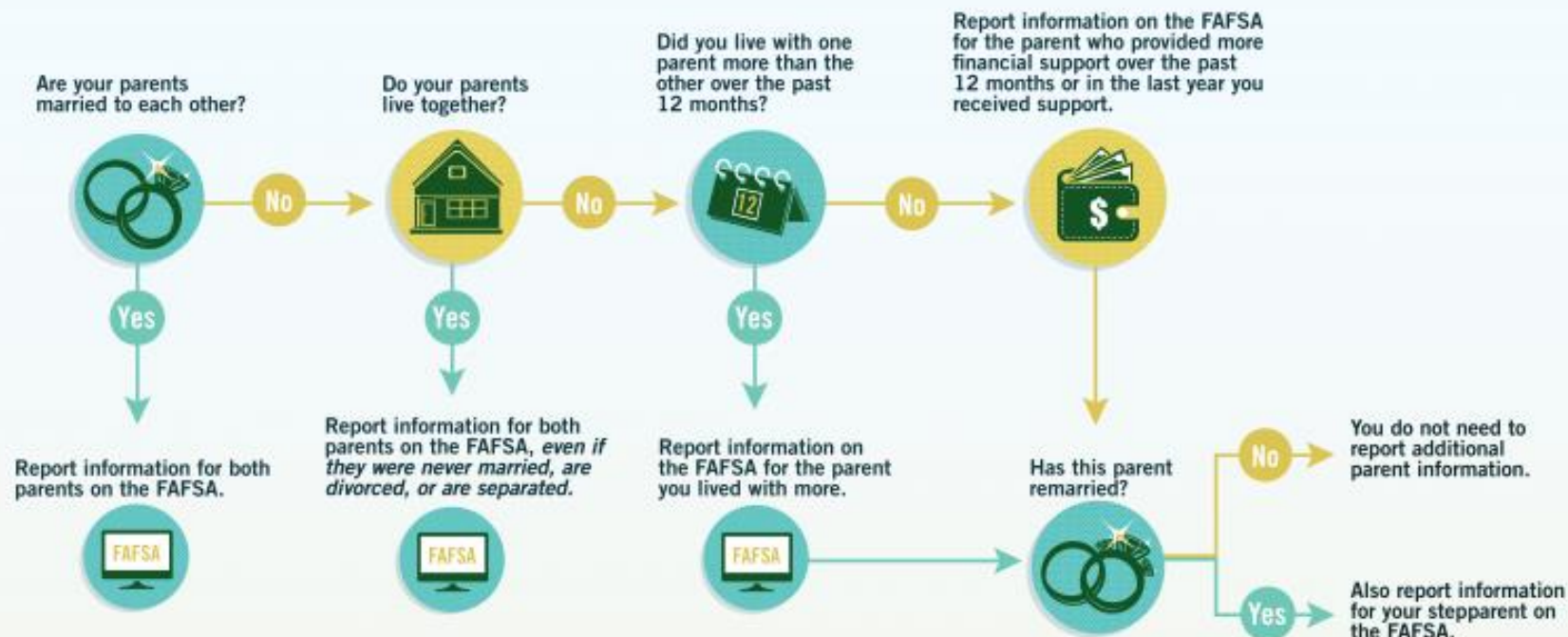
- Household:
  - Listing incorrect parent on Household Form
  - Not listing sibling (if parents provide more than 50% of support)
  - Not indicating if sibling is enrolled in college at least half time
- Income:
  - Submitting Unsigned Federal Tax Documents (1040)
  - Submitting tax form for incorrect year (prior prior)
  - Submitting state tax form
  - Submitting incomplete tax documents (need 1040 and Schedules 1, 2, and 3, if filed)
- Editing the FAFSA after Verification is complete

Academic Year	Tax Year
2020-2021	2018
2021-2022	2019

# WHO'S MY PARENT WHEN I FILL OUT MY FAFSA®?

Dependent students are required to report parent information on the *Free Application for Federal Student Aid (FAFSA)*.<sup>1</sup> For reporting purposes, "PARENT" means your legal (biological or adoptive) parent or stepparent, or a person that the state has determined to be your legal parent.

Use this guide to figure out which parent's information to include (depending on your family situation).



The following people are not your parents unless they have legally adopted you:



Widowed Stepparent



Grandparents



Foster Parents



Legal Guardians



Older Brothers or Sisters



Aunts or Uncles

If you're not sure whom to report as a parent, you can visit [StudentAid.ed.gov/afsa/filling-out/parent-info](https://StudentAid.ed.gov/afsa/filling-out/parent-info) or call 800-4-FED-AID (800-433-3243).

<sup>1</sup> If you're not sure whether you are a dependent student, go to [StudentAid.gov/afsa/filling-out/dependency](https://StudentAid.gov/afsa/filling-out/dependency)

Federal Student Aid  
An Office of the U.S. Department of Education

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# Current Circumstances: COVID-19

- Household Web Form: Parent signatures
  - Student self identifies
- Statement of Educational Purposes: OSFA signature
- Statement of Educational Purposes: Notary signature
- Government Issued Photo ID – expired after March 1, 2020
- HS transcript – signed statement



# Navigating Difficult Conversations



- These discussions can be heavy
  - Make sure all in the conversation are mentally prepared to have a discussion
- Be prepared to take notes (mentally or physically) as to where this information needed may be.
- Prepare a checklist
- Advocate for your need to participate in your future FAFSA completion
- If possible, have a snack available, this has been helpful for many students
- Reassure those you are speaking to as to why you need this information (utilize the verbiage on this presentation if needed)

**YOU ARE NOT ALONE.**



Scholarships  
& Financial Aid



# *Questions?*

# **Contact Us**



**OSFA:**

[financialaid.arizona.edu/contact](https://financialaid.arizona.edu/contact)

**Thrive Center:**

[alexeimarquez@arizona.edu](mailto:alexeimarquez@arizona.edu)



**UAOSFA**



**uathrive\_wellness**

**Northern Arizona University  
Office of Scholarships and Financial Aid**

**Phone**

**928-523-4951**

**Email**

**Financial.Aid@nau.edu**

Jacob Zarate



**Contact Jacob** @[asujacobzarate@asu.edu](mailto:asujacobzarate@asu.edu) | 480-965-2692

# Isaac Garcia



**MESA  
COMMUNITY COLLEGE**

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A MARICOPA COMMUNITY COLLEGE

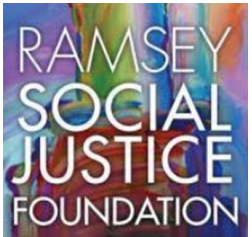
**Contact Isaac @[isaac.garcia@mesacc.edu](mailto:isaac.garcia@mesacc.edu) | 480-461-6392**

# College Connect Scholarships



- College Connect Scholarship: 8 awards \$1,000
- Ron Pies Environmental Justice Scholarship: 1 award \$1,000
- The Hon. Robin Arredondo-Savage ROTC/Military Scholarship: 1 award \$1,000

Learn more and apply at [CollegeConnectTempe.org](https://CollegeConnectTempe.org)



Scholarships sponsored by the Ramsey Social Justice Foundation



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<http://CollegeConnectTempe.org>



[collegeconnect@tempe.gov](mailto:collegeconnect@tempe.gov)



(480) 350-4311



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**THANK YOU!**

**[CollegeConnectTempe.org](http://CollegeConnectTempe.org)**